

2006-20010 STRATEGIC PLAN GOALS

Goal	Description	Status
Goal A	Improve productivity and efficiency throughout the agency.	
1	Reduce time-to-closure of enforcement complaints.	
1(a)	Establish criteria to avoid opening cases we lack the resources to fully prosecute, particularly those involving a low factor of public harm.	Enforcement staff have developed criteria for closing on intake low-public-harm cases and cases involving de minimus violations.
1(b)	Consider diversion program in lieu of full investigation/fine for lower-level violations: courses to be provided by Technical Assistance Division for a fee paid by respondent.	The Commission considered a diversion program in December 2006 and chose instead to pursue an expanded streamline program. Enforcement to present details of such a program to the Commission in early 2007. Executive Director instructed to seek funding for a diversion program through the budget or legislation.
1(c)	Assign simple reporting and low-public-harm violations to investigators or Political Reform Consultants for resolution where appropriate.	Some less complex, low-public-harm cases have been assigned to Intake Unit's Political Reform Consultants. Once new Investigators are fully trained, management will consider what cases can be assigned to them for resolution.
1(d)	Establish "timely hearing" guidelines, providing milestones each case should reach by a given point in time, with exceptions for more complex complaints.	
1(e)	Look for outreach opportunities, through the California District Attorneys Association and others, to educate local prosecutors on prosecuting Political Reform Act violations.	Training program with San Diego District Attorney's Office completed. Enforcement will continue to look for similar opportunities with other prosecutors throughout the state.
2	Reduce time-to-closure of requests for written advice.	The Legal Division increased the number of advice letters provided within the 21-working days from 43% in 2004 to 53% in 2005. Data from the first half of 2006 indicates an additional 4% improvement in timely advice.

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2(a)	Post advice letters on website.	May, June, and July 2005 letters posted. Further updates await the hiring of a new Commission Assistant.
2(b)	Provide enhanced searches of advice letters on website.	IT staff is working to deploy enhanced search function.
2(c)	Issue informal advice whenever appropriate.	Procedures have been implemented to accomplish objectives.
2(d)	Establish procedures for timely triage of advice requests, including early communication with requester if more information is needed, tracking of those communications, and closure of request where additional information is not provided in a timely manner.	Procedures have been implemented to accomplish objectives.
3	Reduce wait time for callers to our toll-free advice line, 1-866-ASK-FPPC.	
3(a)	Improve call tracking software to determine wait time, etc.	Updated telephone call logging software has been purchased and installed. 2007 data will be more detailed in terms of types of calls, duration, etc.
3(b)	Increase the total number of Political Reform Consultants; increase number of Political Reform Consultants available for telephone assistance around filing deadlines and late reporting periods.	Additional PRC may be forthcoming in 2007-08 state budget.
3(c)	Use email for simple requests for statutes, regulations, and advice letters.	
4	Increase education and compliance efforts.	
4(a)	Increase the number of filing officer outreach positions.	Additional Staff Services Analyst positions should be available for outreach effective July 1, 2007.
4(b)	Create website section offering expanded PowerPoint training presentations tailored to specific groups of officials, filers, etc.	
5	Implement more accurate and detailed time accounting system.	
5(a)	Available to all employees, and must track time by function, including section, regulation, litigation, etc.	Updated telephone call logging software will enable TAD to keep more detailed data on types of calls in order to better track workload.
5(b)	Ensure that system is convenient for employees to log their work with a minimum of time and effort.	

Goal	Description	Status
Goal B	Improve recruitment and retention of employees throughout the agency.	
1	Ensure pay equity for all classifications, and in particular Accounting Specialists relative to their counterparts at the Franchise	The State Personnel Board is conducting a job analysis to support pay equity for our Accounting Specialists.
2	Obtain Department of Personnel Administration approval for Attorney IV classifications in order to lift ratio of Counsel to Senior Counsel classifications and to provide full management/supervision authority over Senior Counsel positions.	
3	Address inequity of supervising investigators not receiving the enhanced retirement benefits that line investigators receive.	
4	Provide appropriate training opportunities for all classifications.	
5	Improve promotional opportunities for all classifications.	New contract with attorneys' union provides greater flexibility in ratio of staff counsel to senior attorneys.
6	Ensure annual evaluations of all employees, with an Individual Development Plan component included for each, to foster employee improvement and job satisfaction.	
Goal C	Secure sufficient funding, and a consistent funding source, to meet workload needs.	
1	Obtain a 50% increase in funding in order to meet workload.	This objective was included in SB 1120 of 2006, but that bill failed to pass out of its first policy committee. The 2006-07 base funding increase amounted to an 11.7%, and an anticipated 2007-08 funding increase of 8.4% would result in an overall increase of 20% since 2005-06.
2	Develop component of annual report that documents workload and funding levels, and provide that information to the Legislature and Department of Finance.	
3	Make all funding statutory to ensure adequate support for required workload.	This objective was included in SB 1120 of 2006, but that bill failed to pass out of its first policy committee.

Goal	Description	Status
4	Obtain additional positions in all divisions to meet workload.	14 PYs were added in 2006-07 in all divisions except Administration. We have shifted some resources to Admin to assist personnel and business function, and hope to have permanent positions added there in 2007-08.
Goal D	Seek amendments to the Political Reform Act that aid compliance and management.	
1	Sponsor legislation to increase major donor threshold in light of Prop. 34 limits and to reduce workload.	SB 1693, which would have increased the major donor threshold to \$30,000, was vetoed. The Commission is sponsoring a reintroduction of this bill in 2007.
2	Eliminate paper reports for electronic filers of campaign statements once an adequate electronic filing system is available.	As a first step toward elimination of paper reports, the Commission is sponsoring a bill to reduce from two to one the number of copies of campaign statements that must be filed with local filing officers, and to eliminate the requirement for non-candidate committees to file copies of their campaign statements with their county of domicile.
3	Pursue a comprehensive state and local electronic filing system for campaign disclosure.	The Executive Director has discussed this proposal with those local ethics commissions that have their own electronic filing systems in order to ensure continuity, and they are supportive of a centralized system. A new Secretary of State will take office in January, and further discussions will follow.